**TRAINING / EVENT SCHEDULE FORM**

|  |  |
| --- | --- |
| **Training/Event** | Learn More |
| **Objectives** | 1. To Standardized the different traditional practices/ policies implemented. 2. To Standardized the different interpretations of the existing policies in the UP code and the BOR- approved policies. |
| **Date** | 01 to 07 of Jan 2014 |
| **Time** | 06:00 AM to 06:00 AM (0 hrs) per day |
| **Venue** | UPITDC |
| **Attendees** | VP for Academic Affairs AVP for Academic Affairs eUP Project Director University Registrars eUP SAIS Subject Matter Experts eUP SAIS Team |
| **No. of Attendees** | 2 |
| **Food Expenses** | **TOTAL:** 283,220.00 |
| **Land Transportation** | Itinerary: UPITDC- Subic on 06 Feb 2014 Subic- UPITDC on 08 Feb 2014 3 Units of Van Rentals (12 pax per van) @ 10,000.00 per unit X 3 Vans = Php 30,000.00 Note: Participant from different CU's other transportation expenses such as taxi fare and bus fare going to UP ITDC will be initially shoulder by their respective offices.  **TOTAL:** 30,000.00 |
| **Accommodation** |  |

|  |  |
| --- | --- |
|  | **TOTAL:** 0.00 |
| **Airfare** | UP Cebu: Cebu-Manila-Cebu @ 3pax \* 8,000.00 = 24,000.00 UP Visayas: ILO-Manila-ILO @ 3pax \* 8,000.00 = 24,000.00 UP Mindanao: DVO-Manila-DVO @ 3pax \* 8000.00 = 24,000.00  **TOTAL:** 72,000.00 |
| **Total Expenses** | Accommodation: Php 0.00  Airfare: Php 72,000.00  Land Transportation: Php 30,000.00  Food Expenses: Php 283,220.00  **TOTAL:** Php 385,220.00 |